



City of Newport Beach, CA
City Manager's Newsletter

TO: Mayor Curry & Council Members
FROM: Dave Kiff, City Manager
DATE: November 22, 2013

Please enjoy the attached newsletters...





COMMUNITY DEVELOPMENT DEPARTMENT

To: Dave Kiff, City Manager
From: Kimberly Brandt, Community Development Director
Subject: City Manager's Newsletter
Date: November 22, 2013

It's Official – Housing Element in Full Compliance with State Law



The Housing Element was updated for the 2014-2021 Planning Period and submitted to the State prior to the deadline. On October 31, 2013 the City received an official letter from the Department of Housing and Community Development (HCD) finding the City's Housing Element is in full compliance with State law. HCD indicated their appreciation of staff's hard work throughout the course of the housing element update and review. The finding of compliance with the State's timeline for adoption qualifies the City for an 8-year review

cycle instead of a 4-year review cycle. The next update will be in 2021.

Coastal Commission Approves LCP Amendments

At the November 15, 2013, meeting at the Civic Center, the Coastal Commission approved a trio of amendments to the City's Certified Coastal Land Use Plan for four properties: 2888 and 2890 Bay Shore Drive, 514 East Ocean Front, and 200 30th Street. All the properties were made nonconforming when the land use and zoning designations were changed to residential by previous updates to the General Plan and Zoning Code. Facing abatement, the property owners filed applications to revert their land use and zoning back to their original commercial or mixed-use designations to allow the current uses to continue. Approval of the amendments by the Coastal Commission was the final step in this process.



“Tis the Season”

The Planning Division is processing two Limited Term Permits for Christmas tree lots. *Trees by the Sea* will be located at 2121 Westcliff Drive and *Newport Dunes Christmas Tree Lot* will be located at 1131 Back Bay Drive.



FINANCE DEPARTMENT

ACCOUNTING • FINANCE & TREASURY • OMB • REVENUE

November 22, 2013

TO: DAVE KIFF, CITY MANAGER

FROM: Dan Matusiewicz, Finance Director

SUBJECT: CITY MANAGER'S NEWSLETTER

AUDITS

We have seen a flurry of activity resulting from the presence of various auditors onsite over the past few weeks. Auditors from Vavrinek, Trine, Day & Company were onsite to conduct audits on Measure M as well as the Transportation Development Act (TDA) and Senior Mobility Program (SMP). A representative from the State Controller's Office was onsite to prepare the Annual Street Report, which involved compiling all revenues and expenditures related to street and road purposes. Auditors from the firm White Nelson Diehl Evans LLP have continued their onsite work this week to conduct the Fiscal Year 2012-13 Financial Audit. They will be back in January 2014 to perform the Single Audit. Although the audits have not been finalized as of yet, preliminary reports from each of our auditors suggest that everything is in order.

BUDGET NEWS

Training in the City's new budget software started this week. CityVision by PowerPlan Corporation is a budget program for public sector agencies. It offers us many process improvements including improved reporting that can be customized, the ability to include notes and other documentation, and it will eliminate our reliance on separate spreadsheets. Office of Management and Budget (OMB) staff provided training to departments on estimating revenues this week and has scheduled two revenue budget workshops in December. In January, we'll start expenditure training. The Fiscal Year 2014-15 budget will be prepared in CityVision.

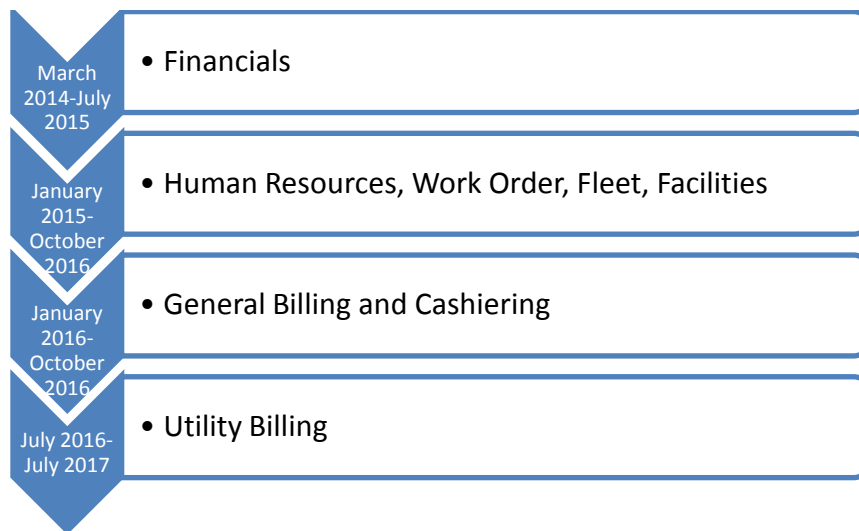
OMB staff changed roles and were budget students this week, too. We participated in a Government Finance Officers Association webinar entitled, "How to Use Charts and Tables to Enhance a Budget Document." Sample budget documents from public agencies throughout the United States and Canada were used as samples. We hope to incorporate some of the ideas presented when we prepare the Fiscal Year 2014-15 budget documents.

ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE

Over the past month, the Finance Department continued its participation in the selection of a new Enterprise Resource Planning (ERP) software solution. An ERP is a business management software system that integrates all of the City's core functional requirements for financials, human capital management, citizen services, and revenues. The City's current financial management system was implemented over 20 years ago. Since then the City has grown and has developed operational needs beyond the abilities of the current system.

It has been determined that by replacing the current system, the City will gain operational efficiencies by eliminating the need for redundant processes and duplicate data entry, while improving integration between the financial system and other core functions. The City issued a Request for Proposal (RFP) earlier in the year that included a lengthy list of software functional requirements across all desired modules. Two vendors were selected as finalists and were invited to Newport Beach to demonstrate their software and respond to questions. Staff is currently in the process of conducting phone interviews and site visitations of other agencies that utilize modern ERP software. It is anticipated that a vendor will be selected by the end of the year and a proposed contract will be presented for Council approval early next year.

This project will require the participation of staff from every department. ERP success demands that users adopt new business processes, ways of working, communication channels, and procedures. This challenging proposition becomes even more complicated as staff must simultaneously execute their normal work responsibilities as they plan, train for, and configure the new software. Rather than implementing the various ERP modules at once, the following phased implementation approach, and variants thereof, is under consideration:



Requirement analysis, project planning, configuration of features and functionalities, formation of a core project implementation team, testing and installing will continue to be very important factors while implementing the ERP system. Apart from the above, managing change is also very important especially when the complete business process undergoes restructuring. The benefits that will accrue to the City as the result of this effort will be stronger decision support (better, more timely information), substantial productivity improvements, and community service enabling process improvements.

UTILITY BILLING e-PAYMENT SERVICE

On October 8, Fiscal Specialist Bryan Bello attended a Utility e-Billing/e-Payment Program Lunch and Learn in Carson along with other municipalities, including the City of Beverly Hills, City of El Segundo, City of Corona, City of Duarte, City of Pomona, and the Mesa Water District. The event was organized as a roundtable discussion where each municipality shared their concerns on e-Billing and e-Payments.

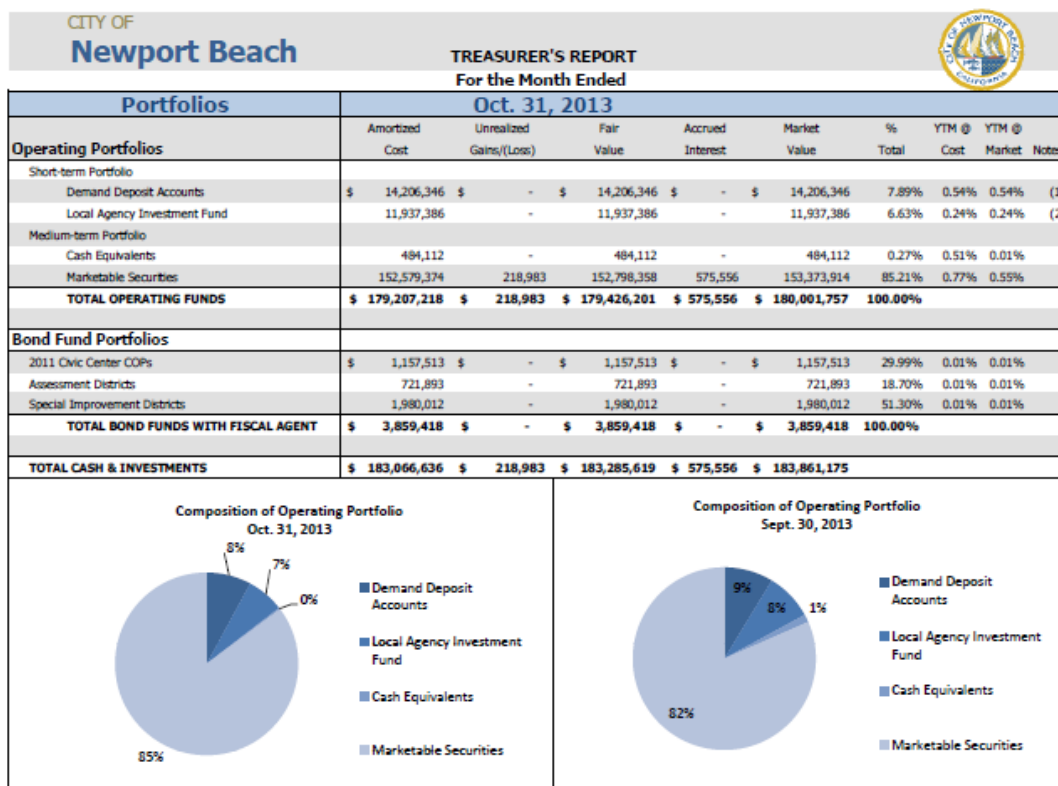
Compared to the other participants, the City of Newport Beach is providing the most up-to-date services to its customers and offers customers many different options to pay their utility bills including e-Payments, which allows the customer to pay their bill online by their checking account (ACH) or credit card. Statistics provided at the discussion show that 75% of customers say multiple billing and payment options are important or very important. Although e-payments have been available at the City for many years now, other municipalities do not have this option for their customers or are just recently rolling out this program.

Another service the City provides its customers that other municipalities do not is phone call-outs. As a courtesy, customer service staff members call customers to notify them of delinquent bills and/or warnings for shutoffs. After receiving a phone call-out, many customers promptly pay their bill, avoiding late fees and water shut-offs.

The City continues to be at the forefront of customer service and is committed to developing solutions that provide excellent customer service for its Utility Billing/Payment Programs. If you have any suggestions on how to further improve our program, please feel free to contact Bryan Bello at bbello@newportbeachca.gov.

TREASURY REPORT

The Treasurer's Report provides detailed information on the City's operating and managed investment portfolios; the report for the month ending October 31, 2013 is now available at www.newportbeachca.gov/treasury.



Notes:

(1) Yield offsets bank fees

(2) LAIF Yield is available Quarterly



Newport Beach Fire Department Office of the Fire Chief

DATE: November 22, 2013

TO: Dave Kiff, City Manager

FROM: Scott Poster, Fire Chief

SUBJECT: CITY MANAGER'S NEWSLETTER

LIFE SAFETY SERVICES

HARBOR DAY LEGO ROBOTICS TEAM VISIT

On November 6, the Fire Department received a visit from the Harbor Day School Lego Robotics Team. The team is part of the First Lego League (FLL), which is a National program that introduces younger students to real-world engineering challenges by building LEGO-based robots to complete tasks on a thematic playing surface.



FLL teams, guided by their imaginations and adult coaches, discover exciting career possibilities and, through the process, learn to make positive contributions to society. Each year thousands of Lego teams participate in a challenge. The 2013 challenge is titled, "Nature's Fury." The teams had to choose a community, identify a problem, and create an innovative solution.

The Harbor Day Team chose tsunami as their hazard and focused on the evacuation of Balboa Island. The team first researched and then conceptually engineered a temporary bridge that can be used during a Tsunami Warning. They discussed their ideas and asked questions to City staff. They also received a tour of the new Emergency Operations Center (EOC). It was a great experience to meet these young students and listen to their well thought out ideas!

FIRE OPERATIONS

Over the past month, we have seen an increase in our normal call volume regarding serious traffic collisions and vehicle extrications. Unfortunately, several of these incidents resulted in the deaths of two people, and serious injuries for others.

One of the accidents involved an auto vs. a bicyclist. Despite the rapid response and expert care of our Fire Department Paramedics the cyclist succumbed to injuries and passed away. Another high profile accident involved a vehicle that was struck and pushed up against a light pole, trapping the occupant inside. Fire Department personnel were required to use specialized equipment to stabilize the very badly damaged vehicle. The vehicle was stabilized and the “Jaws of Life” was utilized to remove the victim, who was pinned inside the vehicle. The victim was quickly extricated from the vehicle, treated by Paramedics, and transported to a local hospital. Sadly, this victim did not survive the injuries sustained in the accident.



Jaws of Life

The most unusual of these accidents involved a vehicle swerving off East Coast Highway and landing in a swampy area. Residents along East Coast Highway heard the accident and reported it had occurred somewhere near Reef Point. The first arriving units were unable to locate the vehicle because it had gone over the side of the road and was obscured by dense foliage. Engine Captain Dan Chapman continued to search for the



Stokes Basket

vehicle and located it down an embankment. Crews descended down the embankment to find a vehicle upside down in a swampy creek area. Upon accessing the vehicle, they found an occupant trapped with his face perilously close to becoming submerged in rising water. The vehicle continued to sink into the mud causing the water to rise inside the car. The patient was placed on oxygen to assist him with breathing in the rising water. Captain Gutierrez arrived and directed his crew to set up a lighting operation along with a low angle lowering system to get the extrication gear to the vehicle. The fire crew made quick work of setting up a lowering system for the tools. Once the tools were in place, the crews quickly extricated the trapped victim from the vehicle and the rising water. The patient was immobilized, placed in the “Stokes Basket,” and moved to the top of the embankment where he was treated by Paramedics and transported to the hospital.

These recent emergencies have reinforced the importance of our ongoing training in EMS, vehicle extrication and low angle rope rescue. It has also given us the opportunity to use the equipment and tools under real world circumstances. The combination of both of these factors has demonstrated that the NBFD can handle a diverse gambit of emergencies and operate quickly and efficiently, providing the best possible outcome to those who are involved in an accident. Great Job to all the crews!

TRAINING SERVICES

WATER SURVIVAL TRAINING – PART 2

During the last City Manager's Newsletter, we introduced the most recent training that the Newport Beach Fire Department has been undergoing – Water Survival Training. With an increase of water entries and rescues by our personnel, we have identified a need for more formal and task specific training in order to ensure that our firefighters are both safe and effective should they need to enter the water to perform any number of rescues with which they may be faced. In recent years, we have had an airplane crash into the Back Bay, cars fall off the road and into the harbor, teenagers become trapped on the cliffs of CDM with a rising tide, and a boat crash into the Balboa Pier. Typically, our Lifeguards perform water rescues and our community is fortunate to have them. In fact, Lifeguard personnel perform 99% of the ocean/water rescues in Newport Beach. However, what happens during an anomaly type of accident such as the ones we just mentioned? Fire Department personnel sometimes find themselves in that very predicament.

During the months of October and November, we utilized the pool at Newport Harbor High School and put all of our personnel through a water survival course under the direction and supervision of our Lifeguards. Fire personnel had to swim 200 meters, tread water, dive to the bottom of the pool and retrieve items, and ultimately fall into the water while wearing their full protective equipment and air pack. They demonstrated competency in either removing their equipment while in the water or finding ways and means to safety. This training was designed to develop their skill level and comfort in order to issue more comprehensive training in 2014.



The next level of training will involve ocean water navigation. Again, our fire personnel may find themselves in the harbor, the bay, the ocean, or even a residential pool attempting to rescue a visitor or member of our community. We work around moving boats, piers, helicopters, planes and potentially submerged vehicles. These situations are not taught in the State certified firefighter academies. We are trying to become innovative and proactive with our water survival and rescue skills. Newport Beach is very unique in that aspect.

There are elements to entering the water and rescuing a person in distress that aren't designed for anyone other than trained professionals. The biggest drawback to having a layperson attempt a rescue on a truly distressed person is the layperson becoming a secondary victim (i.e. drowning alongside their victim).

The Fire Department would like to extend a special thank you to Newport Harbor High School for allowing us to train our personnel in a controlled environment.

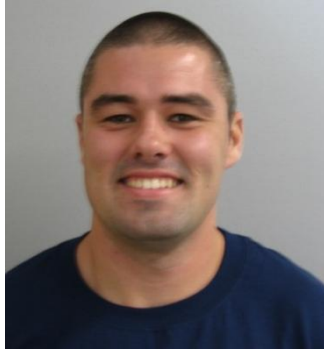
MARINE OPERATIONS

BEACH ACTIVITY

November has kept our Lifeguards busy, with mostly clear skies and warm air temperatures, some days even in the 70's. The first 18 days in November, Newport Beach had an increase of 60,500 more visitors than compared to the first 18 days in November of 2012. Also in November, Lifeguards treated 23 stingray victims, 15 of those victims were at Corona del Mar Beach. Treatment for stingray patients can last up to two hours. Lifeguards advise beach visitors to do the Sting Ray Shuffle, shuffling your feet in the water during low surf and calm seas.

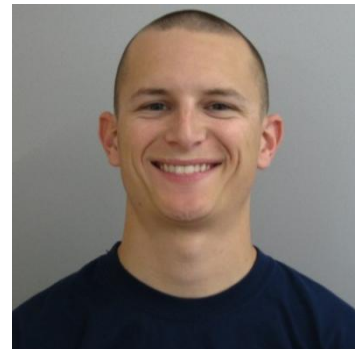
SUPPORT SERVICES AIDES

Lifeguard Battalion Chief Jim Turner was given an additional duty for the Fire Department. He will be temporarily in charge of Support Services. The Fire Department has hired two



(Brad Axelson)

new Support Services Aides (Couriers), Brad Axelson and Chase Harris. Both Brad and Chase have backgrounds as reserve firefighters, Explorers and EMTs, and are currently in the process of preparing to become firefighters. Please welcome them as they make their rounds throughout the City.



(Chase Harris)

TRAINING

During the third week of November, Battalion Chief Jim Turner, along with Captains Mike Halphide and Boyd Mickley, attended Section Specific Emergency Operations Training Center course. This course was funded through an Urban Area Security Initiative (UASI) Grant.

A critical part of the emergency management process involves operating an Emergency Operations Center (EOC). A well-designed EOC can greatly enhance the coordination and support of response and recovery activities. This course will help in defining clear operating procedures, staff roles, and responsibilities. These are essential in creating an effective local government disaster response. As emergency responders, Lifeguards keep up with training in order to be better prepared when a disaster occurs.



CITY OF NEWPORT BEACH

HUMAN RESOURCES DEPARTMENT CITY MANAGER'S NEWSLETTER

DATE: November 22, 2013

TO: Dave Kiff, City Manager

FROM: Terri L. Cassidy, J.D., Deputy City Manager/Human Resources Director

SUBJECT: News from HR and Risk Management



RISK MANAGEMENT RECEIVES KUDOS

Risk Management staff members Lauren Farley, HR Administrator and Sheri Anderson, Human Resources Supervisor received an award from Old Republic Construction Program Group (ORCPG) on November 18 in recognition of a successful Owner Controlled Insurance Program (OCIP) for the construction of the Newport Beach Civic Center project. This award applauds the commitment and partnership between the City of Newport Beach, Aon Risk Solutions and ORCPG. Risk Management worked with Aon and Old Republic in procuring insurance for the project, ensuring safety, development and distribution of the site safety manual, inspections and administration of claims for investigation and reviews. Risk Management is very proud of this accomplishment!



NEWPORT BEACH COMMENDED FOR HEAL PARTICIPATION

Mayor Keith Curry accepted an award from Scott Kelly, Assistant Director of Public Affairs and Brand Communication for Kaiser Permanente during the City Council meeting on November 12. The award recognized the City's commitment to the Healthy Eating Active Living (HEAL) campaign and its policies adopted in 2012. The HEAL committee is chaired by Human Resources and consists of City employees Sheri Anderson, Leslie Campbell, Kelsey Kenz, Sean Levin, Jaime Murillo and Racquel Valdez who work to create and implement programs that encourage a healthy lifestyle.

The League of California Cities, in partnership with Kaiser Permanente and Keene and Associates, sponsors the HEAL campaign and adopted an annual conference resolution in 2004 to support cities in embracing programs that promote wellness in communities, including nutrition, exercise and the adoption of city design and planning principles that enable citizens of all ages and abilities to participate. It is an association of California city officials who work together to enhance their knowledge and skills, exchange information and combine resources to influence policy decisions that affect cities.

6 EASY WAYS TO BE HEALTHIER WITH “LIFESTYLE MEDICINE”



“Lifestyle Medicine,” involves making simple changes to your diet, exercise routine and stress management skills. Here are six lifestyle strategies that will teach you how to live a healthy lifestyle without making significant changes:

- 1) **Think positively and focus on gratitude:** Research shows a healthy positive attitude helps build a healthier immune system and boosts overall health. Your body believes what you think, so focus on the positive.
- 2) **Eat like a kid:** If adding more fruits and vegetables sounds ominous, look to “finger food” versions that children love. Carrot and celery sticks, cherry tomatoes, broccoli florets, grapes, berries and dried fruits are nutritional powerhouses packed with antioxidants.
- 3) **Make a list...and check it twice:** List all of the reasons why you cannot begin an exercise program. Look at the basis of each reason. For example, if you wrote “No time”, perhaps that’s based on a belief that exercise takes a long time. Starting with 5 minutes a day will have a positive effect because you will create a healthy habit where one did not previously exist. A closer look at your list will expose false beliefs hiding behind each excuse.
- 4) **Give yourself a break:** Give yourself permission to shorten your workout. Your body can plateau if not given adequate rest to restore itself, ultimately leading to a decline in performance. Fatigue, moodiness, lack of enthusiasm, depression and increased stress are some indications of overtraining syndrome.
- 5) **Get a good night’s sleep:** Trouble sleeping? Try relaxation techniques such as meditation and yoga. Eating a small bedtime snack consisting of whole grain cereal with milk, oatmeal, cherries or chamomile tea help shift the body and mind into sleep mode. Put stressful thoughts into perspective by writing them down. You can quit worrying about them by getting them out of your head. Darken your room more and turn your clock away from you.
- 6) **Sign up for an event:** Exercising can get boring! Spice things up by signing up for an event like a run/walk race or cycling ride where you can be part of a team. Doing so gives your workouts new purpose and it’s fun to be around others who are exercising just like you.

Now get out there and turn your new found knowledge of Lifestyle Medicine into results!



LIBRARY SERVICES DEPARTMENT

Library – Cultural Arts



November 22, 2013

To: Dave Kiff, City Manager

From: Tim Hetherton, Library Services Director (Acting)

Subject: City Manager's Newsletter

Art and Consumer Reports Databases Added

Three new valuable databases will be added next week to the library's growing list of online resources. Customers will be able to access *Consumer Reports* and *Oxford Art Online* from home computers and mobile devices. *AskArt* is available inside the library. Funding for *Ask Art* and *Oxford Art Online* was provided by generous contributions from the Newport Beach Public Library Foundation.

Consumer Reports with Cars Best Deals Plus

This database, the largest paid-publication subscription-based website in the world, provides ratings and reviews, recommendations and buying advice for thousands of products and services. In addition to product ratings and reviews, users will find in-depth advice, tips and trends written by Consumer Reports experts.

Oxford Art Online

Oxford Art Online offers access to the most authoritative, inclusive, and easily searchable online art resources available today. Users can access, and simultaneously cross-search, an expanding range of Oxford's acclaimed art reference works: *Grove Art Online*, *the Benezit Dictionary of Artists*, *the Encyclopedia of Aesthetics*, *The Oxford Companion to Western Art*, and *The Concise Oxford Dictionary of Art Terms*, as well as many specially commissioned articles and bibliographies available exclusively online.



Ask Art

AskART is an online database that serves as a rich resource of information on the world of art. AskART provides complete access to domestic and international art-auction records.

Sunday at Central

If you think Sunday is a quiet day at the library – you should have been here last Sunday. Two very successful and well-attended events drew nearly 400 attendees on Sunday afternoon. The Sunday Musicale featured Vijay and Priyanka Venkatesh, a talented brother and sister duo playing piano and violin, and the Foundation's Making Memories for Children presented author/illustrator David Shannon, who entertained both children and adults with his humorous stories and creative illustrations. So glad we have the parking structure!

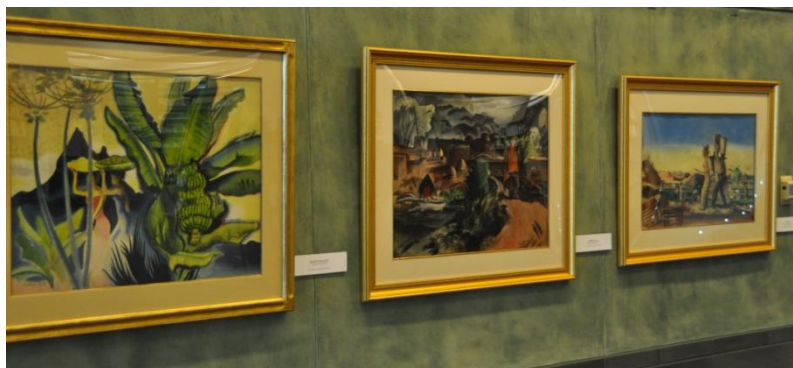
SCORE Business Workshops

SCORE Orange County held another workshop for small business owners this past Wednesday. The topic was "The Power of Email Marketing." SCORE will continue their series of monthly workshops at the library through July 2014.

Cultural Arts

The Mark and Jan Hilbert Collection Millard Sheets Watercolors

A new exhibition of art from the California Scene Painting collection of Mark and Jan Hilbert was installed this week. Prominently displayed in the Central Library lobby, the exhibit features six watercolors by Millard Sheets, one of the best-known California Scene painters, who was considered to be the driving force behind the revival of watercolor in California during the 30's and 40's. The paintings, on display until February 20, 2014, depict rural people in everyday settings such as, *Fruit Pickers*, *Tending Goats*, and *Two Ladies with Fruit Baskets*. Millard Sheets is also very well known for his mosaic murals on major public works art projects, such as the mosaic dome and chapel at the National Shrine in Washington DC, the mosaic library tower at the University of Notre Dame, the mosaic facade of the Detroit Public Library, the mural at the Rainbow Tower of the Hilton Hotel in Honolulu, and murals for the Los Angeles City Hall.



Tuning in to Radio Art

The lobby of the Central Library also has customers stopping to gaze at the exhibit of vintage table-top radios, created by City Arts Commissioner Arlene Greer from the collection of longtime Newport Beach residents, Mark and Jan Hilbert. The exhibit showcases classic designs from the Hilbert's collection of over 150 table top and 50 transistor radios dating from 1932 to 1965. Among the radios on display are a Packard Bell Stationized Clock Radio, showing regional radio stations on the dial, a 1951 Airline model featuring Rudolph the Rednosed Reindeer, a radio resembling a Coca-Cola ice box, a mid-century Motorola tube radio and a stunning black and silver art deco design.



MUNICIPAL OPERATIONS DEPARTMENT

November 22, 2013

TO: Dave Kiff, City Manager

FROM: Mark Harmon, Municipal Operations Director

SUBJECT: *City Manager's Newsletter*

A Fond Farewell...

Well, this is my last City Manager Newsletter as Director of the Municipal Operations Department. Next week I am off to enjoy retirement after 30 years of working in local government. Cheryl and I are looking forward to a little downtime at our desert home. It is impossible for me to circle the City and say goodbye to everyone, plus I don't do goodbyes very well. So, a HUGE thank you to everyone for your nine years of support and friendship - it has been a blessing to work with such a great Team. To the MOD Crew, I've never been more proud to work with such a dedicated group of people. Any successes I have had are due entirely to your hard work. You are the best for sure. I will never forget the people I've had the privilege to work with in this Department.

To the entire City Team, I wish you all the best.

God Bless.

Mark

State Public Health Department Annual Sanitary Survey

On October 29th, the Sanitary Engineer Hung Bui of the California Department of Public Health inspected the City's Water System for the annual Sanitary Survey. This inspection is all inclusive; on-site inspections are conducted at each of the well sites, pump stations, reservoirs, and recycled water sites. All records are inspected for the backflow, water testing, and distribution sampling programs. And finally, the maintenance and repair records of all hydrants and valves are reviewed. Needless to say, the inspector goes through the system and facilities with a fine-tooth comb.

We passed the inspection with no discrepancies. Special thanks to Water Production Supervisor Steffen Catron and Water Quality Coordinator Gary Tegel for their assistance during the inspection.



MUNICIPAL OPERATIONS DEPARTMENT

Arches Interchange Landscape Enhancements

Recently, Parks Division staff coordinated with City contractors to enhance the landscaping on the northwest and southeast Newport Boulevard ramps. The ramps are focal points of the much larger “Arches Interchange”, which connects Newport Boulevard to West Coast Highway. The planting replaced an iceplant-type vegetation that had become bulky and inconsistent. The project utilized ornamental grasses, smaller-sized aloes, a punch of red-blooming daylilies, and a thin edging of low-growing grey succulents. The plants selected will provide additional interest through form, flower, texture, and contrasting foliage colors, as well as being a responsible choice for water conservation. Moreover, the new landscaping will highlight the recently-installed Mediterranean Fan Palm trees rescued from the grounds at the Old City Hall.

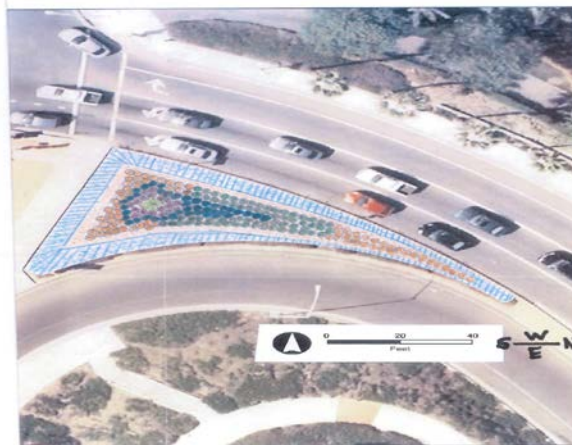
Kudos to Parks Maintenance Crew Chief Bob Martinez, who is responsible for the planting plan (below) and coordinating this tremendous effort!



Before



After



Landscape Plan



MUNICIPAL OPERATIONS DEPARTMENT

Main Break Repair

Water Maintenance & Repair staff recently replaced a 12-inch water distribution valve on Bayside Drive. The valve was originally installed in 1977 on a mortar-lined steel main and was no longer effectively regulating water flow. In order to replace the valve, the water was shut off on the 12-inch and 18-inch water mains for an extended period of time. Nevertheless, all homes remained in full water service due to an above ground by-pass temporarily set up to feed the seven homes connected to the affected water main.

Staff also responded to a water main break earlier this month near the corner of El Paseo and Bayside Drive. The break was caused by a private contractor who bored through an 8-inch asbestos cement pipe. In order to make repairs, the water was shut off for two hours, affecting 18 homes. Once the repair was made, all affected homes were restored to full water service.



New Palms in Balboa Village

Recently, the City installed five 10+-foot *Washingtonia robusta* Palm trees in Balboa Village, near the bus parking area. These replaced King Palm trees that died, due to the species' inherent struggles with direct coastal influence.





MUNICIPAL OPERATIONS DEPARTMENT

Port Theater Reforestation

At the December 2012 PB&R Commission meeting, the Port Theater requested and received approval for a reforestation of the tree in front of their property, due to concerns the existing Hong Kong Orchid street tree was blocking the theater marquee. This week, WCA planted a 22-foot King Palm tree on the west side of their frontage. Due to the tree's size and small cut-out parkway planter, the tree was difficult to find.



The Concrete Crew removed a section of sidewalk for the tree well and trenched for water lines, and Park West Landscape moved irrigation into position for the tree.

Certificates of Insurance Update

MOD Administrative staff has been focused on updating the annual Certificates of Insurance for all of the 80+ active department contracts. These contracts provide for various services utilized by the department and throughout the City. All certificates are either current or in the process of becoming current. Avoiding outdated or missing insurance information is an important part of the contract management process.



NEWPORT BEACH POLICE DEPARTMENT

November 22, 2013

TO: Dave Kiff, City Manager
FROM: Jay R. Johnson, Chief of Police
SUBJECT: CITY MANAGER'S NEWSLETTER

Officer of the Year and Supervisor of the Year Recognized

On Thursday, November 14, the Newport Beach Exchange Club graciously hosted a luncheon to honor two NBPD employees: Officer Randy Lawton (Officer of the Year) and Civilian Custody Supervisor Bob Yamada (Supervisor of the Year). Captain Dale Johnson introduced the honorees and spoke of their accomplishments. The luncheon was also attended by Deputy Chief David McGill and Lieutenant Tom Fischbacher.



Pictured (left to right): Deputy Chief McGill, Captain Johnson, Officer Randy Lawton, Civilian Custody Supervisor Bob Yamada and Lieutenant Fischbacher

Officer Lawton is currently assigned as a Patrol Officer and Bob Yamada is the Supervisor for the Newport Beach Jail. Both of these men are valued members of our Department and we are grateful to the Newport Beach Exchange Club for recognizing their contributions.

Notable Arrest

On November 8, Newport Beach Police Detectives arrested the final two suspects in a major case involving kidnapping, torture, and sexual mutilation. The incident involved a total of four suspects who wrongly believed that the victim had a large store of cash buried in the desert.



On October 2, 2012, the suspects entered the victim's home and kidnapped him, along with his roommate's girlfriend who happened to be home at the time of the incident. The suspects then drove both victims to the desert, torturing the male victim by burning him with a blowtorch along the way, and then sexually mutilating him. Both victims were dumped on the side of the road. The female victim ran over a mile in the dark, still bound with zip ties, to find the main road and flag down a police car for help.

One suspect, Kyle Handley, was arrested in November 2012. Detectives worked diligently to identify the remaining three suspects and gather evidence against them. A second suspect, Hossein Nayeri, fled the country but was arrested in Prague, Czech Republic on Thursday, November 7, 2013. On Friday, November 8, NBPD Detectives traveled to Fresno to arrest the final two suspects: Ryan and Naomi Kevorkian.

This case required extensive investigation on the part of NBPD Detectives, as well as the cooperation and support of other law enforcement and justice agencies. I applaud the dedication and persistence of all staff who contributed to this case.

'Tis the Season...for Thievin'

This year's Holiday Safety campaign is kicking off today, as Neighborhood Watch participants, Police Volunteers, and Police Explorers begin handing out thousands of our new door hangers. The door hangers were designed by ETA, an advertising agency based in Long Beach, in concert with our Community Relations office.

The door hangers are double-sided, and address two types of property crime: items stolen from unlocked vehicles and packages stolen from doorsteps. We will also be distributing similar materials through ongoing Community Connect events, where Police Volunteers work directly with the public on crime prevention education.

I hope that this information, along with our other public outreach efforts, will help everyone in the Newport Beach Community enjoy a safe, enjoyable, and merry holiday season.



'tis the season
for thievin'.

During the holidays, thieves look for unattended packages left on doorsteps. To protect your packages from theft, schedule delivery for a time when you or a trusted neighbor are home, require a signature, or have the item delivered to the store for pick up. Report all suspicious activity to the Newport Beach Police Department 949-644-3717.

Take care, be aware.



NEWPORT BEACH POLICE
CRIME ALERTS & TRAFFIC ADVISORIES
VIA YOUR EMAIL OR CELL PHONE
NIXLE.COM



'tis the season
for thievin'.

Property theft accounts for 96% of all crimes reported in Newport Beach. This holiday season, take time to secure your valuables prior to arriving at your destination, and ALWAYS lock your car. Report all suspicious activity to the Newport Beach Police Department 949.644.3717.

Leave no doubt, lock 'em out.



NEWPORT BEACH POLICE
CRIME ALERTS & TRAFFIC ADVISORIES
VIA YOUR EMAIL OR CELL PHONE
NIXLE.COM



To: David A. Kiff, City Manager
From: David A. Webb, Public Works Director
Date: November 22, 2013

Bayside Cove Walkway is Now Complete!

The much awaited pedestrian walkway directly linking the Balboa Island Channel floating platform and the Balboa Island Bridge is complete! The Project repurposed the former landscaped parkway between the Newport Beach Yacht Club and the westerly Marine Avenue sidewalk with an ADA compliant ramp. Other improvements constructed with the walkway include new masonry walls, stone veneers and caps, decorative fencing, landscaping, and irrigation.

Funding for this project was provided as part of a Development Agreement with The Irvine Company under the stewardship of Councilmember Selich. The work was completed within budget, ahead of schedule and just in time for the upcoming Holidays!



Before



After

Santa Ana Heights Pavement Rehabilitation to Begin November 22

Following the undergrounding of overhead utility lines and resolution of complex issues in relocating utility boxes in the street, the paving project in Santa Ana Heights is ready to move ahead. The City's contractor, All American Asphalt, has submitted a new schedule to begin work this week. First up is the relocation of water meters that serve homes on the north side of Mesa Drive, west of Cypress Street. This will make room for new curb, gutter, and sidewalk improvements.

Next, the contractor will begin the removal and replacement of concrete improvements. Work consists of replacing deteriorated sidewalk, curb and gutter, and driveways as well as installation of new improvements. Concrete work will continue through the month of December. Beginning in January, the contractor will be re-grading, and paving the street. The project's scheduled completion date is March 2014. Throughout the project, staff will stay in close contact with affected property owners and will be mindful of working around the holidays.

This project includes additional community enhancements such as: expansion and rehabilitation of the existing horse trail, improvement of the landscaping at the north end of Cypress Street and additional sidewalk along Mesa Drive. These improvements are consistent with the Specific Plan for Santa Ana Heights.

Energy Saving Measures – Demand Response



Did you know in Southern California it costs more to produce electricity in the summer, when energy demand is at its peak, and less in the winter, during periods of lower demand? When you use energy wisely, you save money and protect the environment. This is a major reason why the City of Newport Beach and Southern California Edison (SCE) are partnering to encourage energy efficiency and conservation.

Using energy wisely in our everyday lives is a smart way to ensure our planet and its natural resources are protected. Simple changes to your daily routine on how and when you use electricity can make a difference. For example, keep off unnecessary lights and turn off office equipment at the end of the day. Using your washing machine, dryer or dishwasher before noon or after 6pm can help conserve energy when demand is at its highest.



Energy management is the first and best way to manage your energy use at home, as well as at work. It can help create a brighter future for us all. By becoming more energy conscious, you help conserve valuable resources now and well into the future.



Leadership Energy Environmental Design (LEED) Training Available to Staff



The California Public Utilities Commission made Local Government Strategic Plan funding available to those cities with an existing energy efficiency partnership with Southern California Edison (SCE.) Because of our partnership with SCE, the City was awarded approximately \$37,000 for Leadership in Energy and Environmental Design (LEED) training.

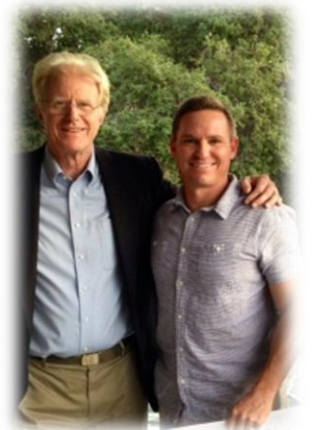
City staff participated in, LEED GA and LEED AP workshops designed to augment participants' knowledge and background when working with architects and builders, and to encourage green building development. The classes also encouraged participants to become LEED accredited. To incentivize participants to achieve this accreditation, LEED exam fees are reimbursed as part of the training program. It is expected that over 30 City staff will be LEED GA-trained, and over 25 City staff will be LEED AP-trained by December 2013.

New Environmental Public Service Announcement

Actor and environmentalist Ed Begley, Jr. has been a great supporter of the City of Newport Beach, applauding our successes and continual efforts to improve water conservation and ocean water quality. Using University of Southern California film students and Ed's "green living" identity, we've created a new 30 second Public Service Announcement that will be seen before each movie at all Newport Beach theaters, on the city's website and on NBTv beginning January, 2014.



Ed Begley, Jr. on location filming the City's new Public Service Announcement at his LEED Gold home in Studio City



Actor Ed Begley, Jr. and Water Conservation Coordinator Shane Burckle pose for a photo on the film set of a new PSA

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To: Dave Kiff, City Manager
From: Laura Detweiler, Recreation & Senior Services Director
Date: November 22, 2013



We Give Thanks to Park Patrol for Always Lending a Helping Hand

On Sunday, November 11 at about 3:00pm; Park Patrol Officer DJ Ferris heard a call over the PD radio about an accident involving two vehicles and a possible drunk driver. Officer Ferris, who was on patrol near San Miguel and MacArthur, was less than two blocks from the location of the incident and decided to head over to see if he could assist.

Once on site, the accident victim informed Officer Ferris that the suspected drunk driver was attempting to flee from the scene of the crime and pointed out the vehicle in question. Officer Ferris proceeded to radio the Newport Beach Police and informed them that he would follow the driver at a safe distance until they could respond. Minutes later, the suspect was stopped by Newport Beach Police and arrested for the hit and run and driving under the influence.

We give thanks to Officer Ferris for his quick thinking and the actions he took to help prevent the drunk driver from causing any further accidents on the roadways of Newport Beach.

We Are Thankful for Programs that Save Seniors Money

HICAP (Health Insurance Counseling and Advocacy Program) offered a clinic with eight counselors and a total of 88 appointments on Friday, November 8. Using an online computer program, the counselor reviewed the senior's current Part D coverage and compared it to other companies to see if there was a better option. One might be paying too high a premium or find that some of their drugs are not covered. Each year this program saves our seniors thousands of dollars.

We Are Thankful for all the Rentals at Newport Coast Community Center

From January-October 2013, Newport Coast Community Center (NCCC) hosted close to 100 rentals, including several for internal user groups. NCCC is a popular site for birthday parties, meetings, and sports gatherings.

We Are Thankful for the Future Construction of a New MBAC Locker Room

Construction to build a new 3000 sq foot locker room at the Marian Bergeson Aquatic Center (MBAC) at CDM High School is scheduled to begin mid-December. The project is scheduled to be completed by summer 2014. The City is happy to support Newport-Mesa Unified School District and the aquatics community with this much needed project.

We are thankful for the new planned locker rooms and the minimal impact on the City's aquatics programs during construction.

We Give Thanks for the After-Class Enrichment Programs

This last week kicked off the holiday sessions of After-Class Enrichment (ACE) programs at Mariners and Newport Elementary schools. The programs offer a unique opportunity for students to take specialty classes with some of our most popular instructors. A new Robotics class which specializes in Science, Technology, Engineering and Mathematics (STEM) education was introduced this season. STEM is a creative, fun way to engage children to these subjects. We give thanks for the success of these programs and the ability to reach out to different areas of the community!



We Give Thanks for the Ability to Offer Programs like: Healthy Brain Aging

On Wednesday, November 6, OASIS hosted a positive and encouraging presentation by Dr. William Shankle, MD, Program director, Hoag Memory and Cognitive Disorder Department. This informative discussion addressed how to prevent memory loss and other cognitive impairments due to Alzheimer's disease and related disorders. He pointed out the risk factors and their management along with how to recognize the early signs of memory loss, and what we can do about it. There was a large audience of 170 people and everyone left feeling hopeful for the future.



We Give Thanks for the Promotion of Travis Benson

The Department would like to congratulate Travis Benson on his recent promotion to Assistant Recreation Coordinator at the OASIS Senior Center. After a competitive open recruitment process, Travis, who graduated from CSULB with a Bachelor's in Kinesiology, was selected to coordinate the special events and the facility rentals at OASIS. Travis joined the department as a flag football coach in 2010 and has also worked at the Newport Coast Community Center and the Active Kids After School program. Earlier this year, he was promoted to Senior Recreation Leader at OASIS.

In his spare time, Travis likes to go to the beach, play hockey, hike, and spend time with his family and friends. When asked what he liked about working in Recreation & Senior Services, Travis replied, "I like knowing that I am making a positive difference in someone's day and I like knowing that I am helping people and serving the community. Whether I am working with children in our after school programs or at OASIS, I simply enjoy helping others and connecting with them. My favorite part about working at OASIS is that I get to meet so many different people and I love listening to their life stories."



NOVEMBER 23

Buck Gully Reserve Loop Hike - 9am-Noon FREE
MEETS AT OASIS SENIOR CENTER (5TH & MARGUERITE PARKING LOT)

NOVEMBER 27

Thanksgiving Luncheon - Noon for \$5
OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

DECEMBER 5

Holiday Social - 4pm for \$5
OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

DECEMBER 6

Breakfast with Santa - 9:30-11am for \$15
NEWPORT COAST COMMUNITY CENTER (6401 SAN JOAQUIN HILLS DRIVE)

DECEMBER 12

Bunco - 5-7pm for \$10
OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

DECEMBER 13

California Holly & Other Winter Flora - 9-11am FREE
MEETS AT OASIS SENIOR CENTER (5TH & MARGUERITE PARKING LOT)

DECEMBER 18

Holiday Show - 4-5:30pm for \$5
OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

January 1, 2014

Tournament of Roses Parade Excursion - 5am-1pm \$125
MEET @ OASIS SENIOR CENTER TO BOARD DELUXE CHARTER BUS

visit www.newportbeachca.gov/recreation or call 949.644.3151